



# ***Residential Substance Abuse Treatment for State Prisoners***

***FY 1997  
Program Guidance  
and Application Kit***

# Application Requirement Checklist

The application and eligibility requirements for FY 1997 funding under the Residential Substance Abuse Treatment for State Prisoners Formula Grant Program are the same as those established for FY 1996. Since FY 1996 applications were recently reviewed, the narrative description in your FY 1997 application should focus on changes made, progress toward implementation of the FY 1996 award, or new activities since your last application.

## Have You Included:

- ☐ Completed copy of this checklist?
- ☐ A signed copy of the Application for Federal Assistance, form SF-424?
- ☐ An update and description of changes since submission of your FY 1996 application related to:
  - The goals of the program, the implementation process, timetable for implementation and, if available, information on priorities and/or projects to be funded, including a description of how the preference for programs with **aftercare** services will be implemented;
  - The State's law or policy requiring substance abuse testing of individuals in correctional residential substance abuse treatment programs, including those released who remain in the custody of the State. Also, include the number (or estimate) of individuals who were tested during the last calendar year; and
  - How the State will coordinate substance abuse treatment activities at the State and local levels.
- ☐ A budget and justification for administrative costs, if requesting that a portion of the funds be allocated for administration of the program?
- ☐ Signed Statutory and Standard Assurances?
- ☐ Signed Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug Free Workplace Requirements?

## Submit Application to:

For FY 1997, applications must be postmarked no later than January 31, 1997, and should be sent to the following address. Faxed transmissions will be accepted, if received by the due date. The Program Guidance and Application Kit is available on the Internet at <http://www.ojp.usdoj.gov/cpo>.

**The Corrections Program Office**  
Office of Justice Programs  
U.S. Department of Justice  
633 Indiana Avenue, N.W., 4th Floor  
Washington, DC 20531

(202) 305-4866 in Washington area

FAX: (202) 307-2019

## Introduction

Phone: (800) 848-6325

*“Studies and statistics indicate that the fastest and most cost-effective way to reduce the demand for illicit drugs is to treat chronic, hardcore drug users. They consume the most drugs, commit the most crimes, and burden the health care system to the greatest extent. Without treatment, chronic hardcore users continue to use drugs and engage in criminal activity, and when arrested, they too frequently continue their addiction upon release. The cycle of dependency must be broken and the revolving door of criminal justice brought to a halt.”<sup>1</sup>*

The most recent Drug Use Forecasting data show that an average of 63 percent of adult male arrestees test positive for drugs.<sup>2</sup> The proportion of drug-using offenders among the 1.4 million inmates in State prisons and local jails is even higher.<sup>3</sup> Yet only about 11 percent of prison inmates participate in drug treatment programs.<sup>4</sup> When released back into the community, most drug-using offenders have not been treated for their drug use and are likely to return to drug use and criminal activity.

**Recent research and evaluations show consistent reductions in recidivism rates for offenders completing in-prison substance abuse treatment programs.** Successful outcomes are tied to the length of time in treatment (at least 6 months) and continued treatment in the community after release. Programs that address the myriad problems associated with the lifestyle of drug use and addiction are the most effective. For example, of the offenders in the Delaware

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<sup>1</sup>National Drug Control Strategy, Office of National Drug Control Policy, February 1995.

<sup>2</sup>Drug Use Forecasting, 1995, Annual Report on Adult Arrestees, National Institute of Justice.

<sup>3</sup>Effectiveness of Treatment for Drug Abusers Under Criminal Justice Supervision, Douglas S. Lipton Ph.D., National Institute of Justice, 1996.

<sup>4</sup>Ibid

Therapeutic Continuum Program who completed the in-prison therapeutic community treatment and after-prison work release programs, 75 percent were drug free and 70 percent were arrest free after 18 months compared to 17 percent drug free and 36 percent arrest free among the control group.<sup>5</sup> Correctional institutions with drug treatment programs report enhanced security within the facility, including declines in drug dealing and use, gang activity, riots, and inmate violence.<sup>6</sup>

A high priority for the Clinton Administration is to break the cycle of drug abuse and crime. A consortium of Federal agencies comprised of the Office of National Drug Control Policy and the Departments of Justice and Health and Human Services has developed a “Breaking the Cycle” (BTC) demonstration project. The BTC program entails universal drug testing and needs assessment of all offenders entering the criminal justice system, followed by appropriate assignment to a combination of treatment, sanctions, and supervision options regardless of the status of the defendant (in custody, on release) or the status of the case (pretrial, post conviction).

The Violent Crime Control and Law Enforcement Act of 1994, Pub. L. 103-322, amended Title I of the Omnibus Crime Control and Safe Streets Act (42 U.S.C. 3711 et seq.) by adding 42 U.S.C., Section 3796 ff -- Residential Substance Abuse Treatment for State Prisoners. This amendment authorizes the Attorney General to award formula grants for substance abuse treatment programs in State and local correctional facilities. In implementing this program, States are encouraged to adopt **comprehensive approaches** to substance abuse testing and treatment for offenders, including **relapse prevention** and **aftercare services**. Applicants should review the documents included in the recommended reading list found on pages 4 and 5 for more information on the effective substance abuse treatment programs.

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<sup>5</sup>Ibid

<sup>6</sup>Ibid

## Program Purpose

The Residential Substance Abuse Treatment Formula Grant Program assists States and units of local government in developing and implementing residential substance abuse treatment programs within State and local correctional and detention facilities in which prisoners are incarcerated for a period of time sufficient to permit substance abuse treatment.

The Residential Substance Abuse Treatment Program is administered by the Corrections Program Office (CPO) in the Office of Justice Programs (OJP), U.S. Department of Justice (DOJ). The appropriation for FY 1997 is \$30 million. The authorized amount for this program for FY 1998 is \$63 million and for FY 1999 and FY 2000 is \$72 million per year.

## Eligibility

States may apply for a formula grant award under this program. "State" means any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, American Samoa, Guam, and the Northern Mariana Islands. The award will be made to the State office that is designated under Section 507 of the Omnibus Crime Control and Safe Streets Act, codified at 42 U.S.C. §3757, to administer the Edward Byrne Memorial State and Local Law Enforcement Assistance Formula Grant Program. The State office may award subgrants to State agencies and units of local government.

## State Allocations

Grant funds are allocated to the States using the following formula:

- Each participating State is allocated a base amount of 0.4 percent of the total funds available for the program.

- The remaining funds are allocated to each participating State in the ratio its prison population bears to the total prison population of all participating States. The most recent National Prisoner Statistics collected by the Bureau of Justice Statistics will be used to make these allocations.

State allocations for FY 1997 are listed in Appendix A.

## Program Design and Implementation

### Grant Activities

The Residential Substance Abuse Treatment formula grant funds may be used to implement residential substance abuse programs that provide individual and group treatment activities for offenders in residential facilities operated by State and local correctional agencies. These programs must:

- Last between 6 and 12 months. Each offender must participate in the program for not less than 6 nor more than 12 months, unless he or she drops out or is terminated.
- Be provided in residential treatment facilities set apart from the general correctional population. Set apart means a totally separate facility or a dedicated housing unit within a facility exclusively for use by program participants.
- Focus on the substance abuse problems of the inmate.
- Develop the inmate's cognitive, behavioral, social, vocational, and other skills to solve the substance abuse and related problems.

States are encouraged to develop a comprehensive substance abuse treatment strategy for providing services in correctional institutions and community-

based programs. Past experience with grant-supported treatment programs has shown that programs implemented in a single institution are less likely to obtain continued management and financial support than programs implemented as part of a comprehensive treatment strategy.

Participation in the residential program should be limited to inmates who have 6 to 12 months left in their term of confinement so that they can be released from prison after completing the treatment program, rather than being returned to the general prison population.

## **Drug Testing**

Applicant States must agree to implement or continue to require urinalysis and/or other proven reliable forms of drug and alcohol testing of individuals assigned to residential substance abuse treatment programs in correctional facilities. Such testing must include individuals released from residential substance abuse treatment programs who remain in the custody of the State. States are also encouraged to implement drug testing and treatment programs for offenders throughout their criminal justice systems. As part of its application for funds, the State must describe its current drug testing programs, the number of offenders tested, and plans to expand or continue these programs. Grant funds may be used to pay the costs of testing offenders while in a grant-supported program.

## **Aftercare**

States are required to give preference to subgrant applicants who will provide aftercare services to program participants. Aftercare services must involve coordination between the correctional treatment program and other human service and rehabilitation programs, such as education and job training, parole supervision, halfway houses, and self-help and peer group programs that may aid in rehabilitation. However, under the governing statute, grant funds may **not** be used for non-residential treatment provided during the aftercare

component of the program.

## **Coordination**

Corrections treatment programs and State and/or local substance abuse treatment programs are required to work together to place program participants in appropriate community substance abuse treatment when these individuals leave the correctional facility at the end of their sentence or time on parole. Both agencies should work together in developing an individualized plan for community substance abuse treatment for each offender. This plan should begin when an offender enters the residential treatment program. States are encouraged to develop written agreements and procedures to facilitate this cooperation.

In designing and implementing the Residential Substance Abuse Treatment Formula Grant Program, States are required to ensure coordination between correctional representatives and alcohol and drug abuse agencies at the State and, if appropriate, local levels. This should include coordination between the activities initiated under the Residential Substance Abuse Treatment Program and the Substance Abuse Prevention and Treatment Block Grant Program administered by the Department of Health and Human Services' Substance Abuse and Mental Health Services Administration. States should also coordinate substance abuse and mental health services for dual diagnosed offenders. The formula grant application must include a description of how the State plans to coordinate substance abuse treatment activities, including drug testing and aftercare, within the State.

## **Evaluation**

Each participating State is required to submit an evaluation report not later than March 1 of each year. The first report will be due by March 1, 1998. The report should describe the activities carried out with formula grant funds during the previous fiscal year, the criteria used to assign offenders to the

program(s), the impact of such activities in meeting the goals of the program, and the results of any program or project evaluations.

The report should also provide:

- the number of residential substance abuse treatment beds available within the State correctional system and applicable local jails (if funding local programs) in FY 1995 and at the end of the report year; and
- the number of offenders treated in residential substance abuse treatment programs within the State correctional system and applicable local jails in FY 1995 and the report year.

In addition, a completed Annual Evaluation Report Summary form, found in Appendix B, should be provided for each grant funded project.

The National Institute of Justice (NIJ) will evaluate the Residential Substance Abuse Treatment Program. All applicants must agree to participate in national evaluation activities.

OJP and NIJ will provide technical assistance concerning participation in national evaluation activities, including cross-site coordination of annual reporting and standardization of data systems, to enhance timely and useful reporting for the national evaluation. OJP and NIJ will also provide technical assistance to States conducting independent evaluations sponsored under the Residential Substance Abuse Treatment Program.

## Technical Assistance

OJP will make technical assistance and training on effective substance abuse treatment strategies and programs available to assist States with program implementation. Assistance will be provided through national and regional work-shops, as well as on-site technical assistance to address specific needs.

## Recommended Reading

The following publications provide the latest research on drug treatment in the criminal justice system and are available from the National Criminal Justice Reference Service at (800) 851-3420.

### National Drug Control Strategy

#### National Institute of Justice, U.S. Department of Justice, Publications:

- The Effectiveness of Treatment for Drug Abusers under Criminal Justice Supervision, Douglas S. Lipton, Ph.D.
- “Boot Camp” Drug Treatment and Aftercare Intervention: An Evaluation Review

#### Center for Substance Abuse Treatment, U.S. Department of Health and Human Services Publications:

- White Paper on the Effectiveness of Substance Abuse Treatment
- Screening and Assessment for Alcohol and Other Drug Abuse Among Adults in the Criminal Justice System
- Confidentiality of Patient Records for Alcohol and Other Drug Treatment
- Combining Substance Abuse Treatment with Intermediate Sanctions for Adults in the Criminal Justice System
- Criminal Justice and Juvenile Justice Treatment Planning Charts
- Funding Resource Guide for Substance Abuse Programs

**National Institute on Drug Abuse, U.S. Department of Health and Human Services Publications:**

- Clinical Report Series: Mental Health Assessment and Diagnosis of Substance Abusers
- Clinical Report Series: Assessing Drug Abuse Among Adolescents and Adults: Standardized Instruments
- How Good Is Your Drug Abuse Treatment Program? Overview and Case Study
- Recovery Training and Self-help: Relapse Prevention and Aftercare for Drug Addicts
- Recovery Training and Self-help: Handbook for Program Administrators
- Recovery Training and Self-help: In-Service Training Curriculum
- Videotape Resource Program - Drug Abuse Treatment In Prison: A New Way Out

## **Administrative Provisions**

### **State Office Responsibilities**

In administering the Residential Substance Abuse Treatment Program, the State Office is responsible for:

- ensuring coordination between this program and State and local substance abuse treatment programs;
- preparing the application for formula grant funds; and
- administering grant funds. This includes: establishing funding priorities; receiving, accounting for, and disbursing funds; reviewing, awarding, monitoring, and evaluating subawards; preparing progress, financial, and

evaluation reports; complying with audit requirements, and providing guidance and technical assistance to subgrantees.

The State may use a portion of the formula grant funds to administer the program. Since the purpose of the funds is to increase the availability of treatment services, the amount of funds used for administrative purposes should be modest and must be justified. If a portion of the funds will be allocated for administrative purposes, the application must include a budget which shows how the funds will be used and a budget justification showing that these costs are reasonable and necessary to the implementation and administration of the program.

### **Application Due Date**

FY 1997 applications must be postmarked no later than January 31, 1997.

### **Matching Funds**

The Federal share of a grant funded project may not exceed 75 percent of the total costs of the project. The 25 percent matching funds must be in the form of a cash match.

### **Supplanting Prohibition**

Formula grant funds shall be used to supplement, not supplant, non-Federal funds that would otherwise be available for activities under this program.

### **Restriction on Use of Funds**

Grant funds shall not be used for land acquisition or construction projects.

### **Purchase of American-Made Equipment and Products**

It is the sense of the Congress, as conveyed through the FY 1997 Appropriations Act, that to the greatest extent practicable, all equipment and products purchased with funds made available for FY 1997 should be American-made.

## **Award Period**

Awards will be made for the fiscal year of the appropriation, plus two additional years.

## **Reporting Requirements**

The following reporting requirements have been established to assist OJP in monitoring program implementation:

- **Individual Project Reports (IPR)** - The IPR, a one-page report, found in Appendix B, which provides information on subgrant awards, should be sent by the State Office to OJP for each subgrant as awards are made.
- **Financial Reports** - The State Office is required to submit a quarterly financial report, SF 269A. The form will be provided at the time of award.
- **Subgrantee Reporting** - States are responsible for monitoring and fiscal oversight of subgrant projects and shall establish regular progress and financial reporting requirements for subgrantees. These reports should be retained by the State Office and made available for review by OJP or its authorized representatives during monitoring visits, inspections, or audits.

## **Single Point of Contact Review**

Applicants are required to submit a copy of their formula grant application to the State Single Point of Contact (SPOC), if one exists. Applicants should contact the State SPOC to determine if this program is subject to SPOC review. The date that the application was sent to the SPOC or the reason such submission is not required should be entered in item 16 on the Application for Federal Assistance, SF-424.

## **Audit Requirement**

State and local governments are governed by the Single Audit Act of 1984 and the requirements of Office of Management and Budget Circular A-128, "Audits of State and Local Governments." The period of the State Offices's fiscal year and the name of its cognizant Federal agency should be provided in item 11 of the SF-424 form.

## **Civil Rights Compliance**

All Federal grant fund recipients are required to comply with Federal nondiscrimination requirements, as outlined in the assurances found in Appendix B.

If any court or administrative agency makes a finding of discrimination on grounds of race, color, religion, national origin, gender, disability, or age against a recipient of Federal funds after a due process hearing, the State Office must forward a copy of the finding to OJP's Office for Civil Rights at the address provided on the inside cover of this document.

If the applicant is applying for a grant of \$500,000 or more, U.S. Department of Justice regulations (28 CFR §42.301 *et seq.*) require an Equal Employment Opportunity Plan. The plan should be included with the application submission, if it is not already on file.

## **Suspension or Termination of Funding**



OJP may suspend, in whole or in part, or terminate funding, or impose other sanctions for any of the following reasons:

- Failure to comply substantially with the requirements or statutory objectives of 42 U.S.C. § 3799 ff -- Residential Substance Abuse Treatment for State Prisoners program guidelines issued thereunder, or other provisions of Federal law.
- Failure to make satisfactory progress toward the goals or strategies set forth in the application.

- Failure to adhere to grant agreement requirements or special conditions.
- Proposing or implementing substantial program changes to the extent that, if originally submitted, the application would not have been funded.
- Filing a false certification in this application or other report or document.
- Other good cause shown.

Before imposing sanctions, OJP will provide reasonable notice to the grantee of its intent to impose sanctions and will attempt informally to resolve the problem. Applicable hearing and appeal procedures are described at 42 U.S.C., Section 802-804 and in 28 CFR Part 18.

## **Appendix A**

### **FY 1997 State Formula Grant Allocations**

# Estimated Formula Grant Allocations By State

<u>State</u>	<u>Allocation</u>	<u>State</u>	<u>Allocation</u>
Alabama	\$ 548,655	New Jersey	\$ 676,077
Alaska	154,682	New Mexico	203,183
Arizona	561,850	New York	1,510,245
Arkansas	302,994	North Carolina	735,492
California	3,018,886	North Dakota	124,017
Colorado	350,070	Ohio	1,033,645
Connecticut	323,743	Oklahoma	500,582
Delaware	173,862	Oregon	285,361
District of Columbia	270,355	Pennsylvania	802,033
Florida	1,420,879	Rhode Island	150,691
Georgia	819,727	South Carolina	534,789
Hawaii	165,677	South Dakota	152,707
Idaho	184,756	Tennessee	429,317
Illinois	892,316	Texas	2,756,692
Indiana	448,620	Utah	185,163
Iowa	236,738	Vermont	128,110
Kansas	262,923	Virginia	697,946
Kentucky	368,599	Washington	356,525
Louisiana	654,087	West Virginia	165,534
Maine	140,877	Wisconsin	357,461
Maryland	561,341	Wyoming	140,673
Massachusetts	355,242		
Michigan	963,805	<u><b>Territory</b></u>	
Minnesota	213,608	American Samoa	111,862
Mississippi	391,669	Guam	117,400
Missouri	529,231	Northern Mariana Islands	112,289
Montana	155,415	Puerto Rico	287,316
Nebraska	177,120	Virgin Islands	115,751
Nevada	275,181		
New Hampshire	152,727		

## Notes:

1. The allocations are based on a formula that provides each State with a base amount, plus an allocation in proportion to the ratio that its State prison population bears to the total State prison population for all participating States. The State prison population includes all inmates under the jurisdiction of the State for whom the State has legal authority and responsibility to enforce their prison sentence, including inmates who may be housed in other States, county/city jails, halfway houses, Federal facilities, etc.
2. State prisoner counts are as of 06/30/96 as reported to BJS in the National Prisoners Statistics in the National Prisoners Statistics.
3. For States with an integrated prison and jail system, prisoner counts include only those inmates with sentences of greater than one year.
4. Prisoner counts for the Territories are as of 12/31/95, as reported to BJS. Counts include only those inmates with sentences of greater than one year.

## **Appendix B**

### **Forms**

## **STATUTORY ASSURANCES**

The applicant hereby assures and certifies compliance with the following statutory provisions of the Residential Substance Abuse Treatment for State Prisoners Program authorized by Title II, Subtitle U of the Violent Crime Control and Law Enforcement Assistance Act of 1994, Public Law 103-322:

1. The applicant will coordinate the design and implementation of treatment programs between State correctional representatives and the State Alcohol and Drug Abuse agency (and, if appropriate, between representatives of local correctional agencies and representatives of either the State alcohol and drug abuse agency or any appropriate local alcohol and drug abuse agency).
2. The applicant will implement or continue to require urinalysis or other proven reliable forms of testing of individuals in correctional residential substance abuse treatment programs. Such testing shall include individuals released from residential substance abuse treatment programs who remain in the custody of the State.
3. Funds received under this section will be used to supplement, not supplant, other Federal, State, and local funds.

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**Signature of Authorized Certifying Official**

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**Date**

## STANDARD ASSURANCES

The applicant hereby assures and certifies compliance with all Federal statutes, regulations, policies, guidelines and requirements, including OMB Circulars No. A-21, A-110, A-122, A-128, A-87; E.O. 12372 and Uniform Administrative Requirements for Grants and Cooperative Agreements - 28 CFR, Part 66, Common Rule, that govern the application, acceptance and use of Federal funds for this federally-assisted project. Also the applicant assures and certifies that:

1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally-assisted programs.
3. It will comply with provisions of Federal law which limit certain political activities of employees of a State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants. (5 USC 1501,et seq.)
4. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, if applicable.
5. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
6. It will give the sponsoring agency or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. It will comply with all requirements imposed by the Federal sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.
8. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
9. It will comply with the flood insurance purchase requirements of Section 102 (a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1976, Section 102 (a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
10. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1966 (16 USC 569a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
11. It will comply, and assure the compliance of all its subgrantees and contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act., as appropriate; the provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1; and all other applicable Federal laws, orders, circulars, or regulations.
12. It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure, Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination/Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures, and Federal laws or regulations applicable to Federal assistance programs.
13. It will comply, and all its contractors will comply, with the non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d), or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans with Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C, D, E, and G; and Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
14. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.
15. It will provide an Equal Employment Opportunity Program if required to maintain one -- the application is for \$500,000 or more.
16. It will comply with the provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.

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Date

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Signature



# Individual Project Report - Corrections Program Office Residential Substance Abuse Treatment (RSAT)

The State Office is required to submit this report to the Corrections Program Office immediately following a subaward of Residential Substance Abuse Treatment formula grant funds. Please submit this information to the Corrections Program Office, 633 Indiana Avenue, NW, Washington, D.C. 20531. The purpose of this report is to collect information on funded projects. This information will be used for monitoring and reporting on program implementation.

1. Grant Number: \_\_\_\_\_ State: \_\_\_\_\_

2. Subgrant Project Title : \_\_\_\_\_

3. Subgrant Project Number: \_\_\_\_\_

4. Subgrantee Address: Agency Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City/State/Zip Code: \_\_\_\_\_

5. Subgrant Contact Person/Phone: \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Fax Number: (\_\_\_\_\_) \_\_\_\_\_ E-mail Address: \_\_\_\_\_

6. Project Location (City, County, Zip Code): \_\_\_\_\_

7. Congressional District(s) Served (If statewide, enter "99") \_\_\_\_\_

8. Level of Government of Project  
☐ State  
☐ County  
☐ City/Town  
☐ Indian Tribe  
☐ Multi-State Compact

9. Grant Budget  
Federal: \$ \_\_\_\_\_  
Match: \$ \_\_\_\_\_

10. Program Type  
☐ New Program  
☐ Enhancement

11. Project Start Date: \_\_\_\_\_ Project End Date: \_\_\_\_\_

12. Target Population: Adult Males: \_\_\_\_\_ Adult Females: \_\_\_\_\_ Juvenile Males: \_\_\_\_\_ Juvenile Females: \_\_\_\_\_

13. Program Facility (Check all that apply)  
☐ Prison  
☐ Jail  
☐ Boot Camp  
☐ Community Corrections Program  
☐ Work Camp  
☐ Juvenile Detention Facility  
☐ Juvenile Correctional Facility  
☐ Halfway House  
☐ Other (Specify) \_\_\_\_\_  
\_\_\_\_\_

14. Services/Interventions Available (Check all that apply)  
☐ Group Counseling  
☐ Acupuncture  
☐ Pharmacotherapy  
☐ Other Drug Treatment  
☐ Drug Testing  
☐ Mental Health Counseling  
☐ Educational Programs  
☐ Community Service  
☐ Victim Restitution  
☐ Restorative/Community Justice  
☐ Victim Awareness  
☐ Mediation  
☐ Other (Specify) \_\_\_\_\_  
\_\_\_\_\_  
☐ Domestic Violence Reduction  
☐ Family Counseling  
☐ Sex Offender Treatment  
☐ Impulse/Anger Control  
☐ Work Activities

☐ Therapeutic Community  
☐ 12 Step Program  
☐ Individual Counseling

# Annual Evaluation Report Summary

The State Office is required to submit an evaluation report by March 1 of each year. This form should be completed for each grant funded project and should be included as part of the annual evaluation report.

Project Number and Title: \_\_\_\_\_

Location (City and State): \_\_\_\_\_

<u>Requested Information</u>	<u>Fiscal Year</u>	<u>From Start of Project</u>
1. Number of residential substance abuse treatment beds that were developed with grant funds	_____	_____
2. Number of offenders admitted to the grant supported treatment program	_____	_____
- Total	_____	_____
- Males	_____	_____
- Females	_____	_____
- Adults	_____	_____
- Juveniles	_____	_____
- White	_____	_____
- Black	_____	_____
- Hispanic	_____	_____
- Native American	_____	_____
- Other	_____	_____
3. Average length of stay in	_____	_____
- the residential program	_____	_____
- in aftercare	_____	_____
4. Number of offenders successfully completing the residential program	_____	_____
5. Number of offenders who:	_____	_____
- dropped out of the program	_____	_____
- were terminated from the program	_____	_____
6. Number of offenders who successfully completed the aftercare program	_____	_____
7. Of the offenders who completed the program, the percent that have remained drug-free during:	_____	_____
- the residential program	_____	_____
- aftercare	_____	_____
8. Of the offenders who completed the program, the percent that have remained arrest-free during:	_____	_____
- the residential program	_____	_____
- aftercare	_____	_____
- following release from aftercare (at least one year follow-up)	_____	_____
9. Of the offenders who completed the program, the percent that have remained conviction-free during	_____	_____
- the residential program	_____	_____
- aftercare	_____	_____
- following release from aftercare (at least one year follow-up)	_____	_____
10. Average cost of the program per offender who completed the program	_____	_____
- the residential program	_____	_____
- aftercare	_____	_____

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